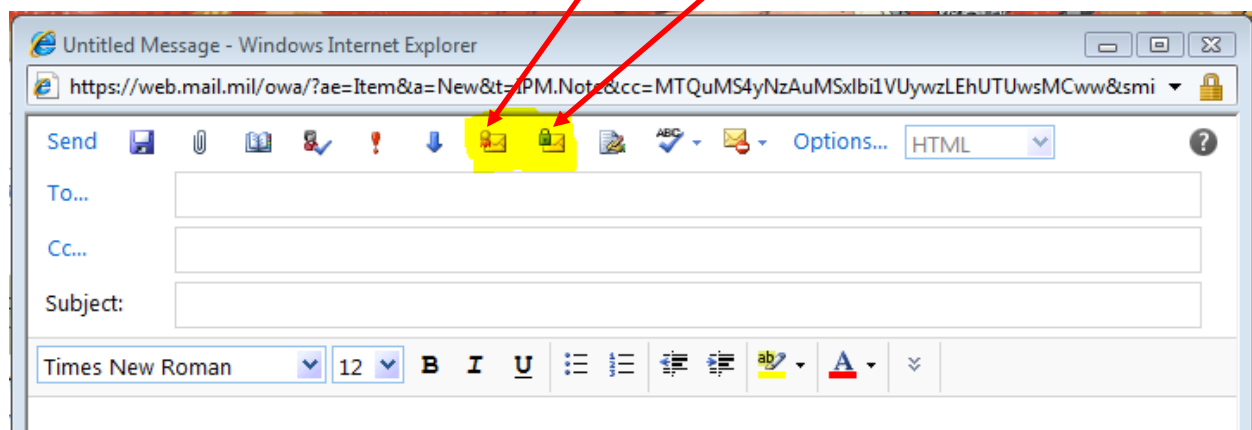This process will serve as a guide into whether signed and encrypted capabilities exist in OWA and how to mitigate them if they do not.

1. Login to OWA.

2. Click **New**.
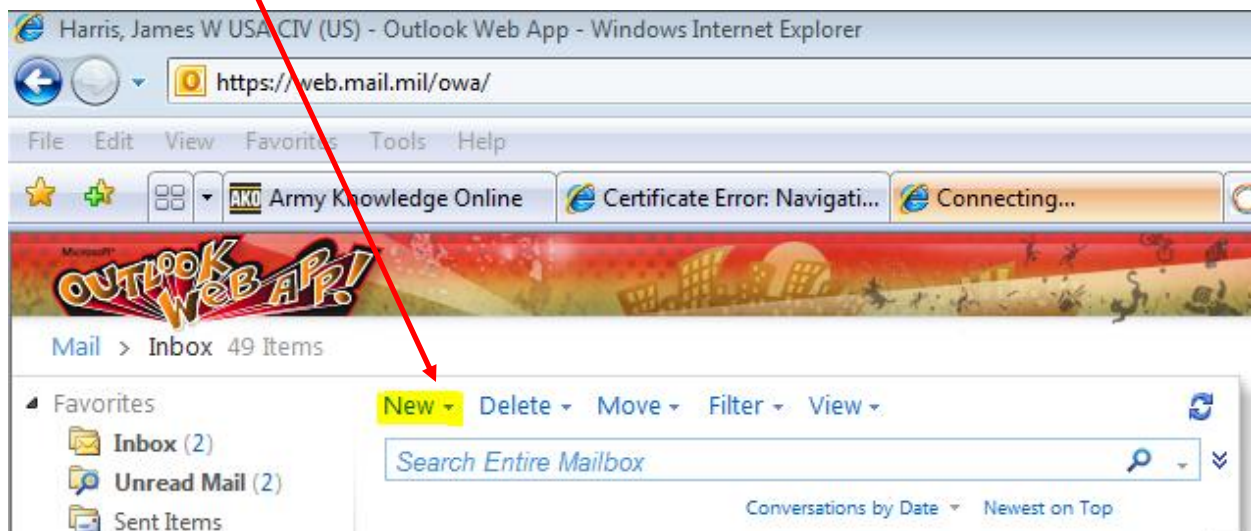
3. Ensure the following icons appear, **Sign** and **Encrypt**:

4. If these icons **DO NOT** exist then Sign and Encrypt capabilities do not exist. Contact your organizational IASO or NEC service desk to correct this issue.
5. You have now completed Step 1E.

6. Logoff OWA.